

FY21 Fiscal Agent	Total Budget	Approval Status			Reviewer Name / Date
	#N/A	SELECT APPROVAL STATUS:			
	E= 100% - 85%	M = 85% - 65%	TA = 64.99% - 0		TOTAL SCORE
	Exemplary: The application clearly describes how the proposed activities will meet the criteria of the section.	Meets Expectation: The application provides adequate evidence to support proposed activities.	Needs Technical Assistance: Little or no information to support proposed activities.	Criteria Not Met	0.00%
	10-9	8-6	5-4	3-0	
<b>Section 1: Federal Financial Information Collection Requirements</b>					
Questions [1.1] - [1.7] are completed, if applicable	Select YES or NO below	<b>Compensation of the 5 Top Executives ( only fill out if you meet qualifications needed = Yes on 1.6 and 1.7)</b>			
1.1SAM EUI number is correct	YES	1			
1.2 SAM's registration updated	YES	2			
1.3 Zip+4 for the PHYSICAL street address	YES	3			
1.4 Congressional District Number	YES	4			
1.5 Revenues: 80% or more AND \$25 million or more in revenues from the listed sources?	YES	5			
1.6 Compensation of executives	No				
1.7 Names and compensation of the 5 most executives.	No				
<b>Section 2: Comprehensive Needs Assessment</b>					
2.1(1) List the top 3-5 priorities as identified by the CLNA	Exemplary response identifies the top 3-5 priorities exactly as listed in the CLNA.	Meets response lists 3-2 priorities from the CLNA	Needs Technical Assistance response lists only 1-2 priorities from the CLNA	Does not Meet Criteria has no priorities listed	
2.1(2) For each priority listed, address ALL of these requirements: A. Identify the specific Student Opportunity or Performance Gap this priority will address. B. Name the program this priority related to. C. Describe what data in your CLNA was used to determine that this should be a priority.	Exemplary response describes how CLNA results were used to determine opportunities or gaps in this area. Identifies the specific student opportunity or performance gap this priority will address. Provides the name of the the priority program. Lists the budget requirements that will be required to complete this priority.	Meets response describes how CLNA results were used to determine opportunities or gaps in this area. Identifies the specific student opportunity or performance gap this priority will address. Provides the name of the the priority program.	Needs Technical assistance response does not describes how CLNA results were used to determine opportunities or gaps in this area or; does not Identify the specific student opportunity or performance gap to address or; does not provides the name of the the priority program.	Little or no information provided on priorities or gaps.	

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<p><b>2.2 Action Items to Address Priorities</b> List and discuss the actions the school plans to take each fiscal year to address identified opportunities or gaps in the five key areas of the CLNA for FY21 and FY22:</p> <div data-bbox="69 570 558 732" style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> <li>&gt;Student Performance Data</li> <li>&gt;Labor Market Alignment</li> <li>&gt;Size, Scope, Quality</li> <li>&gt;Implementing Programs of Study</li> <li>&gt;Recruitment, Retention and Staff Training</li> </ul> <p>Actions are not required in ALL listed areas.</p> </div>	<p>Exemplary response describes all actions requiring the use of Perkins funds to increase student performance or address gaps in the five key areas for <b>both fiscal years</b>. Actions must be listed in the correct key area (Step). The expected outcome of each action should be listed along with a plan to evaluate the effectiveness of each action.</p>	<p>Meets response describes fully all actions requiring the use of Perkins funds to increase student performance or address gaps in the five key areas for both fiscal years. Actions must be listed in the correct key area (Step).</p>	<p>Technical assistance response does not list all actions that require funding. Actions are not listed in the correct key area (Step) or fiscal year. Action description is vague and lacks detail.</p>	<p>Not met response does not list all actions that require funding. Actions are not listed in the correct key area (Step) or fiscal year. Actions are not provided for both fiscal years. Action description is missing.</p>		
<b>Section 3: Program Of Study</b>						
<p><b>Section 3:</b> <b>Complete, accurate Programs of Study are attached for every area using Perkins funds.</b></p>	<p>Exemplary response includes submission of all required Programs of Study. POS must include complete listings/names of specific courses, both CTE and academic, at the high school, technology center and/or community college level. Career pathway chosen should lead student to an industry license, certification, or degree. Little to no duplication of course work is seen throughout the Program of Study.</p>	<p>Meets response includes complete sequence of courses. Minor duplication of course work occurs between the secondary and post-secondary course outlines. Course outline leads to industry certification, licensure or degree.</p>	<p>Programs of Study include some course outlines but are incomplete or provide only course numbers (not names). Duplication seen throughout course pathway. School names or other information is missing. POS does not lead to industry certification, licensure or degree.</p>	<p>Not met response - not all required Programs of Study were submitted with the application. <b>(Automatic Rejection)</b></p>		
<b>Section 4: Budget Narrative</b>						

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<p><b>4.0 4-year Budgeting Goals:</b> Provide us with an overview of your 4-year budgeting goals:</p>	<p>Exemplary response would discuss the overview of the recipients 4 year budget providing specific goal purchases and their desired results, <b>and</b> how those results will be evaluated. <b>(Points: 9-10)</b></p>	<p>Meets response would provide a overview of the recipients 4 year budget. It provides a broad view and may contain specific goal purchases and state the desired results. <b>(Points 6-8)</b></p>	<p>Technical assistance response: provides a broad budget overview but would not contain specific budgeting goals or state the desired results. <b>(Points 4-5)</b></p>	<p>Not met response does not provide an overview of the recipients 4 year budget, and/or provides little to no budgeting goals. <b>(Points 0-3)</b></p>	
<p><b>Budget narrative questions 4.1 - 4.5</b> should be judged as a single, complete unit by placing your total score on this row. The recipient should ensure that all equipment and supplies being purchased are listed in the narrative, along with the program area, and the school in necessary. (ex: Crockett Ag – Smartboard; Lincoln FACS – Chromebooks) Response should include rationale for purchase, meaning how will they be used in the class room to improve instruction and help lead students to the award of a certification, licensure or degree. <b>Points: 17-20 Exemplary; 12-16 Meets; 6-11 Technical Assistance, 0-5 Not Met)</b></p>					
<p><b>4.1 Student Performance</b> Provide narrative for priorities identified in <b>CLNA area #1 – Student Performance.</b>  Budget items in this area would encompass areas in the following approved program/Use of Funds areas:</p> <ul style="list-style-type: none"> <li>• Academic Integration (330)</li> <li>• Evaluation (337)</li> <li>• Secondary/Post-secondary Link (340)</li> </ul>	<p>Exemplary response identifies specific gaps in student performance, and targets use(s) of funds to make improvement(s).</p>	<p>Meets response describes/discusses using student data to improve performance. Some evidence of plans for associating use(s) of funds with improvement(s)</p>	<p>Technical assistance response provides little evidence of identifying performance gaps and associating use(s) of funds with improvement(s).</p>	<p>Not met response provides evidence of identifying performance gaps, but no association of use(s) of funds toward improvement(s).</p>	

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<p><b>4.2 Labor Market Alignment</b> Provide narrative for priorities identified in <b>CLNA area #2 – Labor Market Alignment.</b></p> <p>Budget items in this area would encompass areas in the following approved program/Use of Funds areas:</p> <ul style="list-style-type: none"> <li>• Workforce Partnerships (338)</li> <li>• Services &amp; Activities (High Skill, High Wage, In-Demand (339))</li> </ul>	Exemplary response identifies how specific use(s) of funds will address labor market alignment. Evidence of workforce partnerships are included and describe how the partnerships guide decision-making in areas that are high skill, high wage, and/or in-demand for the region.	Meets response discusses local job market, possibly without verified resource data. Some word of mouth, industry input and/or requests from students are used to align to local labor markets. Recipient describes a less formal process that may not occur annually.	Technical assistance response provides little evidence of utilizing any workforce or economic indicators when working toward labor market alignment.	Not met response provides no evidence of utilizing any workforce or economic indicators to align programs to labor market needs.	
<p><b>4.3 Size, Scope and Qualify</b> Provide narrative for priorities identified in <b>CLNA area #3 – Size, Scope and Quality</b></p> <p>Budget items in this area would encompass areas in the following approved program/Use of Funds areas:</p> <ul style="list-style-type: none"> <li>• Use of Technology (332)</li> <li>• Work-Based Learning (331)</li> </ul>	Exemplary response details how the program of study meets requirements of Oklahoma Size, Scope and Quality. Recipient response should cover how the POS fulfills the requirements listed in the SSQ definitions. Recipient response must provide data from a reputable source such as the Oklahoma Department of Labor, the commerce department or other verified source.	Meets response shows some evidence that the POS meets the requirements of SSQ. Recipient response may be limited in the provision of actual data from a reputable source such as the Oklahoma Department of Labor, the commerce department or other verified source.	Technical assistance response provides little evidence of meeting SSQ. There may be evidence that data is from local sources that are not associated with DOL, Commerce, or other verified sources.	Not met response provides no evidence of meeting SSQ and/or no verified data source.	
<p><b>4.4 Implementing Programs of Study</b> Provide narrative for priorities identified in <b>CLNA area #4 – Implementing Programs of Study.</b></p> <p>Budget items in this area would encompass areas in the following approved program/Use of Funds areas:</p> <ul style="list-style-type: none"> <li>• Guidance and Counseling (334)</li> <li>• Career Awareness (335)</li> </ul>	Exemplary response would be showing substantially Achieved on all indicators in CLNA	Meets response would show a mix of substantially achieved and Moderately achieved on all indicators in CLNA	Technical Assisantce would show a mix of moderately Achieved and Minimally Achieved on all indicators in CLNA	Not Met would show a mx of Minimally Achieved and Not at all Achieved on all indicators in CLNA	

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<p><b>4.5 Staff Recruitment, Retention and Training</b> Provide narrative for priorities identified in <b>CLNA area #5 – Recruitment, Retention and Staff Training.</b></p> <p>Budget items in this area would encompass areas in the following approved program/Use of Funds areas:</p> <ul style="list-style-type: none"> <li>• Professional Development (333)</li> <li>• Recruitment and Retention (336)</li> </ul>	<p>Exemplary response identifies strategies for recruitment such as online job listings, college recruitment, career fairs, media services, and publications especially those targeting under represented groups. Recipient should describe approaches to retaining staff such as teacher induction programs, mentoring, professional development activities and continuing education opportunities. Recipient describes preparation and training of teachers including professional development workshops and attainment of additional certifications. Recipient includes information on cooperation with ODCTE through occupational divisions and Perkins Administration on activities such as New Teacher professional development.</p>	<p>Meets response will identify strategies for recruitment such as online job listings, college recruitment, career fairs, media services, and publications especially those targeting under represented groups. Recipient may describe approaches to retaining staff such as teacher induction programs, mentoring, professional development activities and continuing education opportunities. Recipient does not include information on cooperation with ODCTE .</p>	<p>Technical assistance response identifies limited strategies for recruitment of CTE staff. Will not go into great detail on types of recruitment or results. Will describe some retention policy in broad terms.</p>	<p>Not met response lacks depth and detail, no information given about recruitment and retention but no details are provided.</p>	
<p><b>4.6 Consortium Allocations</b> List each school in the consortium, followed by their allocation amount, THEN the amount being budgeted by the consortium. <b>Consortia Only:</b> Providing the exact ODCTE allocation back to each member district will lead to an Automatic Rejection of the application.</p>	<p>Fiscal lead lists each school in the consortium, includes the original ODCTE allocation amount, followed by the amount allocated by the consortium. Failure to provide all the information will result in a <b>deduction</b> of 10 points. <b>FISCAL AGENTS NOT OPERATING A CONSORTIUM RECEIVE FULL 10 POINTS.</b></p>				

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<p><b>4.7 Consortium Purchasing</b>  Select the method the consortium will use to purchase budgeted items. <b>Option A:</b> The fiscal agent will do all the purchasing and ship the items to their member districts. <b>Option B:</b> The member districts will make their approved purchases and submit reports and invoices to the fiscal agent for reimbursement.</p>	<p>Consortium did not provide the means for which they plan to reimburse participating schools which results in a <u>deduction</u> of 10 points.  <b>FISCAL AGENTS NOT OPERATING A CONSORTIUM RECEIVE FULL 10 POINTS.</b></p>				
Section 6: Budget Worksheet	Exemplary: Worksheet clearly shows <u>school/programs</u> for planned purchases along with detailed descriptions. Salaries and benefits are itemized separately.	Meets Expectation: Worksheet shows <u>school/programs</u> for planned purchases with brief descriptions.	Needs Technical Assistance: Worksheet shows <u>school/program</u> for planned purchases with irrelevant or limited descriptions.	All or Most Criteria Not Met <b>(Automatic Rejection)</b>	

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<p>The Grant itemized Budget should be judged as a single complete unit. All planned expenditures, including professional development activities, must be listed, along with the program (and school if a consortium) utilizing the purchase(s) and/or services. The maximum score is 20pts and the ranges are listed in the cells to the right.</p> <p>EX: Memphis Ag. Ed. - Plasma Cutter</p>	17-20pts	12-16pts	6-11pts	0-5pts	